Wyoming's Strategic Prevention Framework State Incentive Grant

Community Strategic Planning Workbook

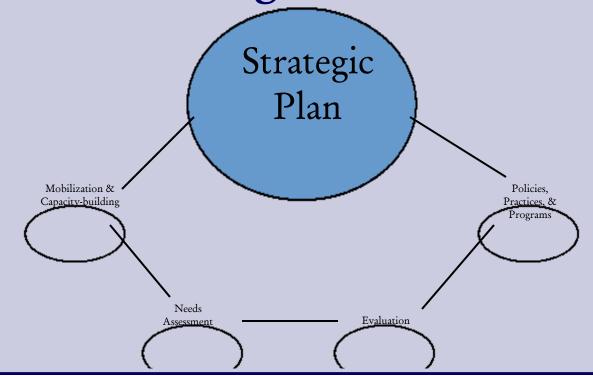


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Contacts for Questions or Help

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Workbook is Also Available Online: http://spfsig.preved.org/news.php

Strategic Planning Contributors

List the names of people in your community, the organizations they represent, and the contributions they made to the development of the strategic plan in Table 1 below.

Table 1. Strategic Planning Contributors

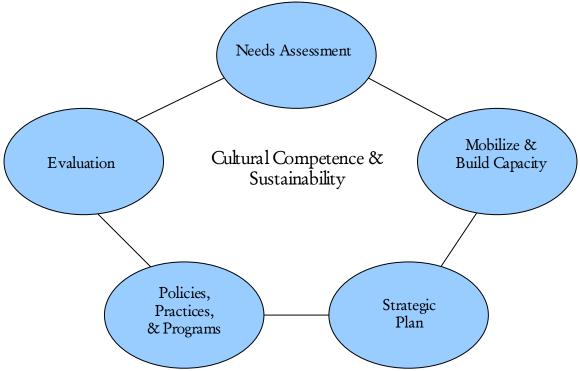
Name	Organization	Contribution
Kathy Garrison	Sweetwater Family Resource Center	Guidance and Approval
Sharon Pribyl	WIC	Guidance and Approval
Jean Wade	YWCA	Guidance and Approval
Brett Johnson	County Attorney	Guidance and Approval
Linda Cornell	Community Nursing	Guidance and Approval
Bridget Giovale	Southwest Counseling Service	Guidance and Approval
Wendy Isaac	Southwest Counseling Service	Guidance and Approval
Sheila Smith	Southwest Counseling Service	Guidance and Approval
Terri Nations	Wyoming Quit Tobacco	Guidance and Approval

Introduction

Wyoming received the Strategic Prevention Framework State Incentive Grant (Prevention Framework) from the Federal Substance Abuse Mental Health Services Administration (SAMSHA) on September 30, 2004, along with 20 other states and territories.

The purpose of the project is to implement the five components of the SPF planning model at both state and community levels in Wyoming. The following diagram details this process (Center for Substance Abuse Prevention, 2005).

Figure 1. Five Steps of the Strategic Prevention Framework Process

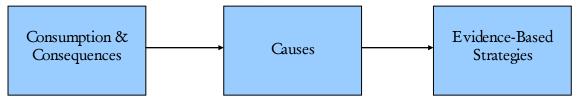


At the state level, Wyoming has completed the needs assessment and funding allocation plan. Mobilization and capacity building take place throughout the project. Wyoming's needs assessment identified the targeted problem as the misuse of alcohol and its consequences, and Wyoming's allocation strategy funds all 23 counties and the Wind River Reservation as Prevention Framework (PF) community grantees.

Outcome-Based Prevention

The foundation of the PF process is the outcome-based prevention model (Lowther & Birckmayer, 2006).

Figure 2. PF Needs Assessment Logic Model



In this model a community details its substance-related consumption and consequence data, researches the causal areas that may impact these problems, and chooses evidence-based policies, practices, and programs to address the identified causal areas.

Purpose

The purpose of this workbook is to help PF funded communities go through the outcome-based prevention model. The current task is to develop a strategic plan. This means that grantees, and the community partnerships, must successfully select and implement evidence-based interventions. This workbook lays out the organizational structure of the Strategic Plan that is to be developed by each community. To be effective, you should not complete this workbook alone. Instead, you and your Community Advisory Council (CAC) should work together to complete this task.

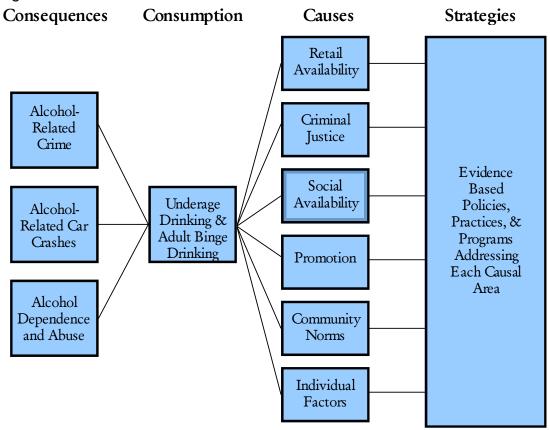
Keep in mind that Wyoming has already identified the targeted need for this project—the misuse of alcohol.

"Misuse of alcohol" means that:

- 1. The primary target for the PF is underage drinking, and adult binge drinking. Underage drinking refers to any use of alcohol by anyone under the age of 21, while adult binge drinking refers to those 18 years and older who have five of more drinks on any one occasion.
- 2. The secondary target for the PF is the most significant consequences of the misuse of alcohol in Wyoming: alcohol-related crime, alcohol-related motor vehicle crashes, and alcohol dependence and abuse.

Workbook Organization

Figure 3. Outcome-Based Prevention Model



Developing a comprehensive strategic plan at the community level requires a vision for organizing specific prevention programs, policies, and practices to address substance abuse problems locally. A well-developed strategic plan will increase the likeliness of a strategy being implemented effectively.

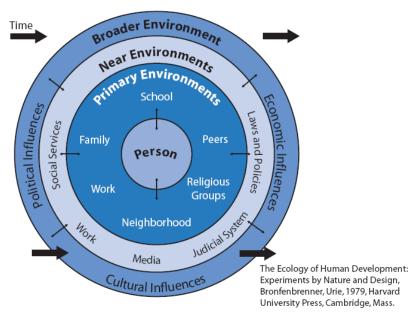
The deadline for submitting your Community Strategic Plan is August 31, 2007. Two copies of the Community Strategic Plan should be submitted, one by mail and one electronically to:

Lisa Laake, MPH, CHES
Wyoming Mental Health and Substance Abuse Services Division
6101 Yellowstone Road, Suite 220
Cheyenne, WY 82002
llaake@state.wy.us
(307) 777-3352

Human Environmental Framework

Figure 4 illustrates the Human Environmental Framework, which shows that interventions can start in many different areas and will affect more than one environment. Strategies that focus on multiple factors and conditions will contribute to a more comprehensive prevention plan.

Figure 4. Human Environmental Framework



This figure depicts social environments or spheres of influence in concentric circles that flare outward, moving progressively away from direct influence on the individual toward increasingly indirect influence, and advancing over time. A comprehensive intervention plan should identify a mix or layering of interventions that target salient risk and protective factors in multiple contexts across the life span.

Evidence-based Prevention

States are required to follow certain guidelines in the policies, practices, and programs it selects in the Prevention Framework project. Every strategy implemented by the Prevention Framework must be evidence-based. This means that 100% of all strategies must be evidence-based.

Under the Prevention Framework project, evidence-based is defined as follows:

- 1. Inclusion in a Federal List or Registry of evidence-based interventions;
- 2. Being reported (with positive effects) in a peer-reviewed journal; OR
- 3. Documentation of effectiveness based on the following three guidelines:
 - The intervention is based on solid theory or theoretical perspective that has been validated by research;
 - The intervention is supported by a documented body of knowledge a converging of empirical evidence of effectiveness – generated from similar or related interventions tat indicate effectiveness; AND
 - The intervention is judged by a consensus among informed experts to be effective based on a combination of theory, research and practice experience. "Informed experts" may include key community prevention leaders, and elders or respected leaders within indigenous cultures.

Finding Strategies

The following is list of websites that may be used to find evidence-based strategies. This is not an all-inclusive list and may also include strategies that would not be relevant for your community:

- National Registry of Evidence-based Programs and Practices: http://www.nrepp.samhsa.gov/
- Office of Juvenile Justice and Delinquency Prevention: http://www.dsgonline.com/mpg2.5/mpg_index.htm
- CSAP's Centers for the Application of Prevention Technologies (CASAT): http://casat.unr.edu/bestpractices/search.php
- Alcohol Policy Information System:
 http://www.alcoholpolicy.niaaa.nih.gov/index.asp?SEC={B4296FE1-6F35-4175-B85D-17D5A53EE062}&Type=NONE
- Leadership to Keep Children Alcohol Free: http://www.alcoholfreechildren.org/en/prevention/pubs.cfm
- National Highway Traffic Safety Administration (NHTSA):

http://www.nhtsa.dot.gov/portal/site/nhtsa/menuitem.3d62007aac5298598fcb 6010dba046a0/

Every participant has received a CD containing research articles and other publications that may be useful in developing your strategic plan.

Evidence-based Environmental Strategies

The following is a list of just a few of the evidence-based environmental strategies:

- Responsible beverage service
- Alcohol compliance checks
- Happy hour restrictions
- Reducing alcohol outlet density
- Limiting hours/days of retail sales
- Sobriety and traffic safety checkpoints
- Graduated drivers' license laws
- Social host laws
- Keg registration
- Restricting alcohol sales at public events
- Increasing taxes on sales of alcohol
- Dram shop liability

Choosing the Right Strategy for your Community

There are many factors to consider prior to choosing your strategies. Not all strategies will be effective in all communities.

All strategies must be based on data collected around each of the causal areas during your Needs Assessment. Please review your Needs Assessment Workbook.

One factor to consider is whether or not there is community support for the strategy. If the community does not support the strategy, it is unlikely that the strategy would bring about positive change if implemented.

It is also important to look at what laws are already in place and what laws may prevent certain strategies from being implemented. For example, sobriety checkpoints, shown to be evidence-based, are unlawful in Wyoming (Statute 7-17-101). For this reason, it would not make sense for a community to focus on this strategy.

Another factor to consider is which strategies show the greatest likelihood of showing positive results. There are many great strategies out there, but it is important to look at what the effect would be on the community as a whole.

Logic Model

Logic Model

The Centers for Disease Control and Prevention defines logic model as "a systematic and visual way to present the perceived relationships among the resources you have to operate the program, the activities you plan to do, and the changes or results you hope to achieve" (www.cdc.gov/tobacco/evaluation_manual/glossary.html).

The logic model found on page 11 should be completed by all communities as part of the Strategic Plan. It is important that you work with your coalition when developing this logic model. All communities will have an opportunity to practice developing a logic model.

Community Logic Model

What are the consequence	What are the causal	What evidence-based	What activities are	What activities are	What are you
and consumption areas	areas you are going	strategies are you	going to take place	going to take place	going to do to
you are going to focus on	to focus on (review	going to use for each	in Year 1 (October	in Year 2 (October	evaluate your
(from Needs	your answer to	causal area?	2007 – September	2008 – September	strategies?
Assessment)? Include	Question 40 from		2008)?	2009)?	
your goals and objectives.	the Needs		,	,	
,	Assessment)?				
Alcohol Related Crime	Social Availability				The coalition
/ Reduction of	·	0-0-1-3 Project	Community	Community	agrees to work
Underage Drinking	Community		Advisory Council	Advisory Council	closely with
and Adult Binge	Norms	Project SAFER	Meetings	Meetings	WYSAC in
Drinking		(Safety Assessment			developing
-Reduce Adult Driving	Individual Factors	For Event	Town Hall	Town Hall	evaluation
Under the Influence		Remediation)	Meeting	Meeting	methods for our
Offences by 5%					county.
bringing the number		Communities	Website	Website	
down to 1725 per		Mobilizing for	Development/	Maintenance	
100,000		Change on Alcohol	Maintenance	Namelattan	
Dadua Minaria			Novoletter	Newsletter	
-Reduce Minor in			Newsletter	Droiget SAEED	
Possession Charges by 5% bringing the number			0-0-1-3	Project SAFER analysis and	
to 2052 per 100,000			Presentations	presentations	
10 2002 per 100,000			1 TOSCHILGHOIS	proseritations	
Alcohol Dependence			Project SAFER	Media	
and Abuse			data collection	Distribution and	
-Build Capacity for				Coordination	
Prevention Efforts the			Media Distribution	-PSAs	
county by increasing			and Coordination	-Billboards	

core membership to 15 and creating meaningful extended memberships to residents in the community with and interest in Prevention to the total membership of 50.		-PSAs -Billboards -Movie Ads	-Movie Ads	

Organization of Strategic Plan

Fo	rm 1: Co	ver Sheet
(Please place this as	s the top p	page for your application)
County: Southwest Counseling S	ervice	
Name and title of primary contact: Phone (307)352-6677	Laura Sch	mid-Pizzato, LCSW, ACSW
Email (required): laura@swcounsel	ling.org	Fax: (307)352-6614
Mailing Address: 2300 Foothill Blv Zip: 82901	d	City: Rock Springs
Shipping Address (if different):		
Total Funding Request for First Ye	ar Implem	ientation: 121,415.00
Name, organization, address, phone Lead Agency authorized to sign con		il & tax identification number for the
Southwest Counseling Service 2300 Foothill Blvd.	Phon	e (307)352-6677
Rock Springs Wy 82901	Fax: (307)352-6614
Tax Identification Number 83-0205	5729	
this community strategic plan is con Council and/or Coalition was invo	rrect. I centled in the seed by the	owledge that the information contained in rtify that the Community Advisory e development of this community agency's governing body to assist with
Signature of Primary Contact		Date
Signature of Fiscal Agent		Date

Form 2: Geographic Setting/Community Characteristics Limit 2 pages

Describe the geographic setting of the community.

- What are the geographic boundaries?
- What are the socio-economic issues relevant to the community?
- What are the characteristics of the community?
- Describe the target population you will be focusing on.

Sweetwater County is located in the lower Southwestern corner of the state of Wyoming. It shares borders with Utah and Colorado. It also has highway I-80 which is a main corridor to Salt Lake City, Utah. It is to the east of Uinta and Lincoln County. It is to the west of Carbon County and to the south of Sublette and Fremont County.

Sweetwater County is rich in employment opportunities. It has a numerous oilfield companies that employ a large percentage of its residents. This employment often pays well but keeps the employees away form their families for extended periods of time. Sweetwater County also has several mines, both coal and trona. The mining industry lends to a large number of shift working parents. Young people in Sweetwater County can often make a generous living without the pursuance of higher education.

Sweetwater County has a large number of migrant workers, most of whom are not residents of the state and tend not to have their families with them. For most of these migrant workers, their families live in other states and sometimes other countries and a large percentage of their earnings leave the state. Sweetwater County also has a large Spanish speaking population. This often creates a language barrier among Sweetwater County residents.

The population targeted by the Strategic Prevention Framework grant will be all residents of Sweetwater County.

Limit 2 pages

Describe the coalition and its involvement in the implementation of the strategies.

- What are the coalition's vision and mission statements?
- What is the history and makeup of the coalition?

It is the mission of the Community Advisory Council to work with all members of Sweetwater County to reduce the amount of alcohol that our underage youth have access to as well as educate our families on the harmful effects of alcohol in Sweetwater County.

It is the vision of the Community Advisory Council to see a reduction in underage drinking in Sweetwater County. It is also the Community Advisory Council's vision to see a reduction in the amount of binge drinking thus reducing the harmful effects of alcohol consumption in Sweetwater County.

Sweetwater County's Community Advisory Council is composed of nine core members of the community dedicated to reducing the misuse of Alcohol in Sweetwater County. The Community Advisory Council meets monthly with an average of three members present and is currently working on creating by-laws to make a sustainable structure. This will also include setting up formal voting and core member's roles. The Strategic Framework Coordinator stays in contact monthly with those members who are not able to attend the meetings. All members are updated monthly and given the opportunity to voice any concerns that they may have about the direction of the Community Advisory Council. These members are also able to review all aspects of the Strategic Prevention Framework Grant and give feedback as needed.

The Community Advisory Council will continue to actively recruit members from Sweetwater County and will maintain current membership by continuing to include all members in correspondence. The Community Advisory Council will begin meeting quarterly and all meetings will be advertised in the Rocket Miner as well as the Green River Star. All of the events that are coordinated by the Community Advisory Council will also be posted on the Website that is currently being developed. This website will be accessible to the general public as well.

Form 4: Consequence & Consumption Areas Limit 2 pages

Describe the alcohol-related consequence and consumption areas your community will be focusing on. Refer to Questions 5 and 9 from the Needs Assessment Workbook.

- Consequence areas could include alcohol-related crime, alcohol-related car crashes, and/or alcohol dependence and abuse.
- Consumption areas could include underage drinking or adult binge drinking.
 The Community Advisory Council of Sweetwater County will be focusing on alcohol-related crime as well as dependence and abuse for our consequence areas.

Sweetwater County currently has high rates of juvenile drunkenness, adult driving under the influence as well as injury and property crashes. With the support and collaboration of the Community Advisory Council it was determined that alcohol-related crime in Sweetwater County was the highest priority need to be addressed.

Sweetwater County also has a high ranking when compared with other counties in Wyoming for adult binge drinking and in addition to this Sweetwater County has an elevated number of its youth that are consuming large amounts of alcohol.

It is difficult to give an precise ranking with other Wyoming counties because of the lack of Prevention Needs Assessment data for underage drinking, however after reviewing the number of youth that have been cited for minor in possession, available Prevention Needs Assessment data, and local/key interviews it was the decision of the Community Advisory Council that this population could not be disregarded. It was the belief of many people interviewed that there are far more youth in Sweetwater County drinking in excess than our existing data portrays.

Sweetwater County will be focusing on underage drinking and adult binge drinking as its consumption areas. This will coincide with the consequence areas that were chosen.

Form 5: Intervening Variables/Causal Areas

Limit 2 pages

Describe the intervening variables/causal areas of substance use in the community.

- How did you respond to Question 40 in the Needs Assessment Workbook?
- Why are you focusing on these areas? Justify your reason.

Social Availability, Individual Factors, and Community Norms are the three causal areas that Sweetwater County plans to target within the Prevention Framework. These areas were chosen because of the overwhelming amount of major community events where alcohol is served. The majority of all community events in Sweetwater County have alcohol available.

Sweetwater County's large percentage of alcohol availability increases the likelihood that youth will consume alcohol, either from purchasing it themselves or having someone that is over the age of 21 purchase it for them. It has also been recorded with PNA data that a large percentage of Sweetwater County youth have been to functions where the adults were drinking or intoxicated.

It is believed by the Community Advisory Council that this combination of casual areas will have the maximum benefit for all residents of Sweetwater County. This accompanying the data that the community's readiness is at a "vague awareness" has moved the council to focus on community wide strategies that are specific to increasing awareness and capacity development.

Form 6: Community Resources

Limit 2 pages

Describe the current community resources available to address the targeted substance use issues in the community.

• What were the results of the Community Resource Assessment (Table 51 from the Needs Assessment Workbook)?

Sweetwater County's assessed resources are listed below.

Causal Area

Causal Area	Strategies	Resources
Retail Availability	Compliance Checks	Local Law Enforcement
Criminal Justice	Drug Court	Local Justice System
Social Availability	Social Hosting Laws	Local Law Enforcement
Promotion	There are no known strategies that have been alcohol specific	
Community Norms	-Reaching Out Against Drugs (ROAD)	Southwest Counseling Service
Individual Factors	-Treatment Programs -School Counselors -Treatment Programs in Jail For Adults -Big Brothers Big Sisters -Reconnecting Youth -Community Connections -All Stars -Parenting Classes -DARE	Southwest Counseling Service School board Jail YWCA Southwest Counseling/School District #1 School District #1 School District #2 Sweetwater Family Resource Center/Community Nursing/Headstart/Southwest Counseling Service Local Law Enforcement

The above strategies are effective and have produced results in Sweetwater County for substance abuse overall, however no one program has specifically focused on the reduction of underage drinking or adult binge drinking alone. Most of the current efforts in Sweetwater County have been focused on the individual.

Environmental strategies put forth in this plan will not only increase the capacity of the community to reduce the misuse of alcohol, but will also assist with supporting individual based programming in the county. Partnerships with the other programs in the county are vital to the success on this plan.

No page limit

Describe the community-based strategies to be used to address the targeted substance use issues in the community.

- How are the selected strategies appropriate? Justify your selection.
- How will the selected strategies address the consequences, consumption, and intervening variables identified?
- How are the strategies evidence-based? Provide verification that they are indeed evidence-based.

Sweetwater County will be implementing the 0-0-1-3 strategy, Communities Mobilizing for Change on Alcohol, and Project SAFER (Safety Assessments For Event Remediation). These strategies will address Sweetwater County's low level of awareness by building capacity and increasing the level of awareness surrounding the misuse of alcohol among residents.

The 0-0-1-3 strategy will use media to educate residents of Sweetwater County on the dangers of over consumption of alcohol. This program conveys responsible drinking messages by addressing pregnant women, youth, drivers, and for those residents whom engage in social drinking. This strategy will work to help reduce the number of DUI's in Sweetwater County as well as work on reducing underage drinking. The 0-0-1-3 strategy is a science based approach from the NIAA and Institute of Medicine.

Project SAFER (Safety Assessments For Event Remediation) is a program designed to evaluate community events and take the information gained from the evaluation in a suitable format for the community and policy makers. This project addresses the Community Advisory Council's concern about the distribution of alcohol at community events. Project SAFER will also incorporate the ownership of the community by recruiting community members in the gathering of information. This program is designed to evaluate the need for environmental strategies such as responsible beverage service, restricting alcohol sales at public events, and sobriety and traffic safety checkpoints.

Communities Mobilizing for Change on Alcohol (CMCA) is a communityorganizing program designed to reduce young adults' access to alcohol by
changing community policies and practices. This strategy will increase
networking between agencies and residents of Sweetwater County. It will also
increase community awareness. Increased community awareness would help
the success of prevention efforts in Sweetwater County. This program will also
serve as a coordination of other programming and media occurring in the county
so that they will all compliment each other and increase overall success.

Communities Mobilizing for Change on Alcohol has been evaluated and holds an endorsement from SAMHSA as a model program.

Form 8: Community Readiness & Experience Limit 2 pages

Describe the community's readiness to address the identified issue(s) and strategies.

• How has the community's readiness been assessed?

Describe examples of prior community experience, successes, and barriers with this issue.

- What has been tried before?
- What has worked?
- What have been the struggles?
- What is different now?

Previous and current programming in Sweetwater County has been geared toward Substance Abuse and Misuse overall. When researching the readiness of the community the community has a vague awareness of any programming or efforts that specific to underage drinking and adult binge drinking.

Sweetwater County's readiness has been assessed using the Tri-Ethnic Community Readiness Model. This was done during the summer of 2007. Sweetwater County's readiness score was 3.23. This is at a level of "vague awareness". This is defined as a beginning of recognition that it is a local problem, but no motivation to do anything about it, ideas about why the problem occurs and who has the problem to tend to be stereotyped and /or vague, and no identifiable leadership exits or leadership lacks energy or motivation for dealing with the problem.

Results from the Community Readiness Assessment show that there is an awareness of the Sweetwater County Methamphetamine Initiative, and the level of meth usage in the county. This program has targeted the community as a whole and the knowledge base is very significant. The local leadership is very supportive of this program and well informed. The surveys that were completed for the Community Readiness Assessment have two common themes on the subject of misuse of alcohol in the community. The first and possibly most significant is that the community is under the impression that alcohol used among youth is a rite of passage and many families will host parties in an attempt to "keep kids safe". The second theme is, due to the increase in development in this area, an influx of residents working in our oil and gas industries they have an excess of money and limited spending opportunities. The alcohol availably in the community gives workers the opportunity to socialize and while away from their families that reside in other communities. This in turn causes them to be detached from the community as a whole.

With the knowledge and support of previous efforts like the Sweetwater County Methamphetamine Initiative we will be able to raise the awareness of our

community. The success of previous efforts were due to partnerships and clearly defined goals and needs. The struggles of prevention have been the ability to create a living document or strategic plan that will survive beyond the initial goals and maintain active working partnerships in the process. Our county has made great strides in its overall view of substance use and abuse, the new challenge that this funding will address is narrowing the scope to alcohol specific efforts that touch at some core community norms.

Form 9a: Activities & Outcomes No page limit

Describe the coalition's planned activities for Year 1 implementation and Year 2 implementation to address the strategies.

• Include a timeline specific to the coalition's project (see Forms 9b and 9c).

Describe the associated short-term and long-term outcomes expected.

• Short-term: 1-2 years

• Long-term: 3-5 years

The Sweetwater County Community Advisory Council's activities for years one and two will be focused on increasing the overall level of awareness on underage drinking and the dangers of the misuse of alcohol in the county. The strategies to increase awareness from "vague awareness" to "preplanning" level of awareness are presentations, posters, attending community events and educating residents of Sweetwater County on the misuse of alcohol. These capacity building efforts would also include the strengthening and organizing of the Community Advisory Council and increased participation by a larger variety of residents.

In the short-term, Sweetwater County will see the implementation of Environmental Strategies designed to work on specific needs of the community to raise awareness, such as, 0-0-1-3 Project, Project SAFER, and Communities Mobilizing for Change on Alcohol. These strategies provide education, preparation and analysis of the community overall that will assist with the reduction of underage drinking and adult binge drinking.

0-0-1-3 Project will provide education through presentations and media designed to create a responsible drinking guideline for the community. The project will also include a partnership with the Prevention Block Grant Coordinator to increase the range of the project throughout the county and increase collaboration and capacity.

Project SAFER is a program that in the first year will analyze and gather information on community events in Sweetwater County. In the second year, this program is designed to take information from the first year and put it in format to influence community decision makers and residents to look at policies surrounding alcohol in the county. In the third and forth years, this project will lend to supporting the changes that will need to be made to reduce the misuse of alcohol in the county.

Communities Mobilizing for Change of Alcohol will work toward the coordination and focus of all efforts to reduce the misuse of alcohol in the county and how they network together in the prevention of underage drinking and adult binge drinking. This strategy is designed to assess and expand upon community efforts. In the case of Sweetwater County, the program will also assess the statewide prevention efforts and how they can support and complement the local projects that focus on the alcohol issues across Sweetwater County. In addition, this program has components that assist with the development of the Community Advisory Council.

As this Strategic Plan is implemented, the Environmental Strategies will increase the knowledge and capacity of Sweetwater County and in the third to fifth years of this project there will be a need to update to a plan that introduces strategies to move the community into increasing levels of readiness.

Sweetwater County will be using the Tri-Ethnic Center's Community Readiness Model to assess the level of readiness as needed to adjust the Strategic Plan in the upcoming years. This document must continue to be an evolving plan to be the most effective in its goals.

Form 9b: Time Line (Year 1) Limit 2 pages

Applicant Agency: Southwest Counseling Service

List the key activities, which will be conducted during the year. Be sure to include the anticipated start-up dates for each of the strategies to be funded under this grant. Activities listed are samples. Dates may be changed by the Division.

Activities	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
	07	07	07	08	08	08	08	08	08	08	08	08
Contractual report and expenditure report: January 2008, April 2008, July 2008, October 2008				X			X			X		
Statewide Prevention Framework Meeting				X				X				X
Community Advisory Council Meetings	X			X			X			X		
Town Hall Meeting												X
Update Website	X	Х	X	Х	X	Х	Х	Х	X	Х	X	X
Strategic Prevention Newsletter		X			X			X			X	

	Х	X	X	X	X	Х	Х	Х	X	X	X	Х
Contact Community Advisory Members												
with Updates Via Email or Phone												
0013 Presentations	Х			Х	Х	Х	Х	Х	Х			Х
0013 City Council Presentation											Х	X
Project SAFER data collection	X	X	X	X	X	X	X	X	X	X	X	X
Billboards/Adbay	X	Х	Х	Х	Х	X	X	X	Х	Х	Х	X
PSA Before holidays, Prom and School Year			Х			X			X			X
Attend CADCA Conference					Х							

Form 9c: Time Line (Year 2) Limit 2 pages

Applicant Agency: Southwest Counseling Service

List the key activities, which will be conducted during the year. Be sure to include the anticipated start-up dates for each of the strategies to be funded under this grant. Activities listed are examples. Dates may be changed by the Division.

Activities	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
	08	08	08	09	09	09	09	09	09	09	09	09
Contractual report and expenditure report: January 2009, April 2009, July 2009, October 2009	X			X			X			X		
Statewide Prevention Framework Meeting				X				X				X
Community Advisory Council Meetings	X			X			X			X		
Town Hall Meeting												Х
Update Website	X	Х	Х	Х	Х	Х	Х	X	Х	X	Х	Х
Strategic Prevention News Letter		Х			Х			X			X	

Contact Community	Χ	X	Х	X	Х	Х	Χ	Х	Х	Х	Х	X
Advisory Members												
with Updates Via												
Email or Phone												
Community Readiness	Χ											
Assessment												
Project SAFER					Х							
Analysis Presentation												
to CAC												
Attend National												
Conference												

Form 10: Budget Limit 2 pages

Page 24 contains a sample budget form that will be used for all communities. Also include a detailed budget narrative explaining your proposed expenditures. Please keep all categories the same. Any category not listed may be added.

1. Salary/Wages

- a. Prevention Specialist (32,510.00)
- b. Salary rate is determined by Southwest Counseling Service Salary Structure based on position, education, and years of service. Prevention Specialist is a non-clinical, non-exempt employee.
- c. Prevention Specialist will work to implement and maintain current Strategic Plan. The Prevention Specialist represents Southwest Counseling Service and the Community Advisory Council in community coalitions that support the overall goals of both entities.
- d. If funded, the Prevention Specialist will work to insure that the Strategic plan's goals and outcomes are reached.
- e. Strategic Prevention Framework Grant suggests one full-time person at a minimum to appropriately run the program. Community work, development, and countywide travel will require a forty hour a week position to make certain of the project success.
- f. There have also been monies allocated for the supervision of the Prevention Specialist. (5,000)
- g. Prevention Specialist will also have monies allocated for internal technical assistance to maintain webpage and media. (6,000)

2. Benefits

- a. Southwest Counseling Service benefits for full-time employees includes :(18,029)
 - i. Workers Compensation
 - ii. Health and Wellness Benefit
 - iii. Retirement Benefit
 - v. Life Insurance
 - vi. Paid Federal Holidays
 - vii. Annual Leave based on number of years employed
 - viii. Sick Leave and Dependant Sick Leave
 - ix. Onsite Physicians Assistant

3. Supporting Services

a. Monies have been allocated for internet and cell phone service. (900)

4. Travel/Training/Meeting

- a. Prevention Specialist will attend all state wide Prevention Framework Training as well as one community member. (3,000)
- b. Prevention Specialist will attend two national Conferences/Trainings as well one community member. (6,000)
- c. Monies have been allocated to pay for training fees.(2,500)
- d. Monies have been allocated to pay for meeting expenses such as supplies, papers, materials for presentations.(5,118)

5. Supplies

- a. Monies have been allocated to pay for office consumables that will be used for Prevention Framework.(2,000)
- b. Monies have been allocated for postage used for newsletters.(500)
- c. Monies have been allocated for the printing 0013 campaign materials.(4,718)
- d. Monies have been allocated to provide tickets and incentives for volunteers working with Project SAFER. (600)

6. Contractual Services

- a. Monies have been allocated for WYSAC. (6,070)
- b. Monies have been allocated for Technical Assistance.(12,141)

7. Media

 Monies have been allocated for Media Awareness Campaign. This for Adbay and Lamar Billboards as part of the CMCA and 0013 strategies. (6,625)

8. Indirect Cost

a. Monies have been allocated for indirect cost. (9,704)

State Contract Quarterly Invoice for Wyoming SPF SIG

SIGNATURE OF AUTHORIZED OFFICIAL

SUBMIT TO: EXPENDITURES FOR QUARTER AND YEAR Substance Abuse Division Wyoming SPF SIG (Due On 15th of the month for preceding quarter.) 6101 Yellowstone Road - Suite 220 Chevenne WY 82002-0480 Year to Date Expenditures Rudgeted Amount Current Month Exp Exp Cost Description PERSONAL SERVICES 61539 32510 5000 6000 Salaries Administrative Supervision PR (website staff) **Employer Paid Benefits** 18029 SUPPORTING SERVICES 900 Internet Service 200 Telephone/Cell Phone 700 Vehicle Expenses TRAVEL/TRAINING/MEETINGS 17218 Travel In-State 3000 Travel Out-of-State 6000 Training Fees 2500 Miscellaneous Meeting Expenses 5118 SUPPLIES 7218 Office (Consumable) 2000 Postage 500 Project SAFER Incentives/Tickets 600 Copy and Printing 4718 **EQUIPMENT** Maintenance Rental **CONTRACTUAL SERVICES:** 6070 WYSAC 12141 Technical Assistance MISCELLANEOUS COSTS 16329 A. Bank Fees B. Media 6625 C. Indirect Cost 9704 TOTAL 121,415 LOCAL AGENCY NAME and ADDRESS: Southwest Counseling Service 2300 Foothill Blvd Rock Springs Wy 82901 NAME and TITLE OF REPORTING OFFICIAL: Melissa Wray-Marchetti Business Manager TELEPHONE NUMBER OF LOCAL AGENCY: Phone: 307-352-6677 Fax: 307-352-6614 E-Mail: mwraymar@swcounseling.org I certify that the expenditures reported above have been funded totally with funds awarded by the Wyoming Department of Health.

DATE

Form 11: Community Infrastructure Limit 2 pages

Describe how the project will enhance the community's prevention infrastructure. Describe how it creates or improves upon:

- Coordinated efforts
- Organizational structures
- Planning
- Data systems
- Workforce development
- Evidence-based practices
- Cultural competence
- Evaluation and monitoring
- Sustainability

The Prevention Framework Grant will help to encourage collaboration between Sweetwater County agencies as well as residents. This cohesiveness will help to reduce community disorganization and increase the efforts of existing prevention teams. This will also help these groups have one strategic plan for the direction that Sweetwater County is headed.

The Prevention Framework process has assisted in gathering an abundance of data on the misuse of alcohol in Sweetwater County. This Community Needs Assessment is a rich source of data that is available for all groups in Sweetwater County. This information will help all members of Sweetwater County in developing and sustaining evidence-based practices that are meeting the needs of Sweetwater County residents with measurable outcomes regarding the misuse of alcohol. It is very important that these outcomes be measurable to ensure that our efforts remain focused and on track with our needs.

Through the fostering of partnerships around the issue of alcohol misuse, the county will have an increased ability to sustain efforts. The implementation of the current strategic plan will encourage the development of capacity to support prevention and provide a larger community connection surrounding substance abuse. Prevention has seen the success of the partnering the community around Methamphetamine and a similar effort around the misuse of alcohol has great potential in Sweetwater County.

The need for cultural competence when dealing with the economic variety and the changing community makeup is necessary and will be addressed not only by the variety of partners that the plan focuses on, but also by the timing of the community events this plan will support.

Form 12: Cultural Competency

Limit 2 pages

Describe how the project will ensure that planned activities and processes are culturally competent?

- What steps and procedures will be implemented?
- How will cultural competency be assessed?

The Community Advisory Council will only use evidence based practices that are shown to be a need in Sweetwater County. These practices and procedures will be implemented and maintained and kept up to date with current prevention theories.

The Community Advisory Council will strive to include all members of Sweetwater County. It will encourage membership from all levels of socioeconomic classes, as well as all education levels and ethnicities that make up the county. It will also attempt to obtain and maintain members of the Spanish speaking population as well youth in Sweetwater County.

Cultural competency will be assessed by getting feedback from participants at community events and speaking engagements, as well as open enrollment and a feedback section that will be included in our newsletter.

Form 13: Sustainability Limit 2 pages

Describe how the coalition will ensure that efforts are sustained after the project ends.

The Community Advisory Council will work towards sustaining the program throughout this process to make certain that activities are seamless beyond the current funding. We will look at applying for any state, federal, or foundation grants that may be available at the time. We will also look into possible school grants that may be available for program based strategies. We will be all possible to continue our effects after the project ends to ensure maximum benefit for Sweetwater County and its residents.

Form 14: Evaluation

Limit 1 page

Describe how the coalition will evaluate the activities and outcomes of the project. Evaluations will be conducted in collaboration with Prevention Framework evaluators at the Wyoming Survey & Analysis Center (WYSAC). All you need to include is the fact that you agree to work with WYSAC on the evaluation of all strategies.

Sweetwater County Community Advisory Council, Southwest Counseling Service, and the Prevention Framework Community Planner agree to work with WYSAC on the evaluation of all strategies.